

**PLANNING AND ZONING COMMISSION
MINUTES
PUBLIC HEARING / GENERAL MEETING
JUNE 7, 2016**

Place: Room 206

TIME: 8:00 P.M.

PLANNING & ZONING COMMISSION MEMBERS ATTENDING:
Cameron, DiDonna, Sini, Jr., Voigt

STAFF ATTENDING: Ginsberg, Keating
RECORDER: Syat
Channel 79

Chairman Cameron opened the meeting at 8 P.M. and read the first agenda item:

PUBLIC HEARING

Continuation of Public Hearing regarding Flood Damage Prevention Application #352, Land Filling & Regrading Application #377, Everett Schenk, 19 Salisbury Road. Proposal to fill and regrade in conjunction with the construction of a replacement residence, with associated stormwater management and septic system, and to perform related site development activities within a regulated area. The subject property is located on the east side of Salisbury Road, approximately 700 feet south of its intersection with Pembroke Road, and is shown on Assessor's Map #1 as Lot #101 in the R-2 Zone. *PUBLIC HEARING OPENED ON 3/29/2016, AND WAS IMMEDIATELY CONTINUED TO 4/26 AND 5/24. DEADLINE TO CLOSE PUBLIC HEARING IS 6/7/2016 UNLESS EXTENSION OF TIME IS GRANTED BY APPLICANT.*

Mr. Ginsberg noted that an email had been received from Captain Anderson of the Darien Police Department regarding traffic safety issues and two letters dated June 2, 2016 had been received from Cheryl Viesto of 9 Salisbury Road (one regarding parking/traffic and one regarding trees). Also, a letter of June 2, 2016 has been received from Joseph Canas, P.E. and it was noted that David Knauf of the Darien Health Department has re-approved the subject system design as it has been slightly revised.

Attorney Robert Maslan represented the applicant and said they have updated the previously unresolved matters. Attorney Maslan submitted a sheet dated June 7, 2016 updating the comparison of existing and proposed site conditions. This sheet indicates a revised drainage swale and grading plan and notes that there are 11,330 square feet of wetland vegetation on the site. Attorney Maslan said the second thing they did was have the surveyor stake the site as requested by the neighbor and Commission. They have addressed the comments previously submitted by Joe Canas and have reviewed the traffic memorandum from Captain Don Anderson of the Darien Police Department. Attorney Maslan said that although the Commission may want to get involved in regulating where people park, he did not know if the Planning & Zoning Commission wants their staff to become traffic cops. Attorney Maslan said that the applicant will try to comply with all of the safety concerns and issues raised by Captain Anderson. Mr. Sini asked if the construction involved in this project is unusual relative to parking or traffic needs. Attorney Maslan responded that it was not. Attorney Maslan said they have also received the letters via email from the neighbor regarding safety and the trees.

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Doug DiVesta, Professional Engineer, represented the applicant and said that along the easterly and northerly property lines, they are proposing to start a swale to get water to move around the proposed septic system instead of straight through the site. He said the removal of the trash rack in the drainage system at 54 Pembroke Road has helped to minimize the back up of water. Mr. DiVesta said the plans have been revised to show tree protection around the critical root zone areas in accordance with the 2002 Sediment & Erosion Control Manual produced by the Connecticut Department of Environmental Protection. He said the tree protection will include the installation of temporary orange construction barrier fencing so that the critical root systems are not disturbed. He said he reviewed the revised site plan with the Health Department and has obtained their approval. Mr. DiVesta said that in the vicinity of the proposed driveway location near the property line, they have proposed to regrade and fill the area. They will install a French drain to allow water to flow parallel to the fill and will pitch the driveway into the subject property rather than toward the neighboring property. They have also revised the proposed swale near the southeast boundary line in accordance with comments from Joe Canas. Mr. DiVesta said that he is aware that there are tulip trees at the south end of the site and they are deliberately keeping all work outside of the critical root zone in that vicinity. He said that they had the surveyors stake the property lines and where the work would be taking place.

Project Architect Louis Fusco said that the changes near the driveway will be incorporated into his plans as well. It is important that the drain goes to the northwest corner of the site and thus they have added a trench drain in that area. He understands that the neighbor wants to avoid drainage near the tree roots and so they will eliminate that trench drain if the Commission so desires. He referred to photographs #3 and #4 and noted that there are many invasive plants on the trees. He submitted revised plans to illustrate the revised grading and drainage.

Attorney Wilder Gleason represented Cheryl Viesto of 9 Salisbury Road. He said that she has experienced flooding caused by the development of a property on the other side and thus is very concerned about the proposed activity, filling and regrading that will take place at #19 Salisbury Road. He said the original plan would have created a dam-like effect along the common property boundary and this would have made the flooding on the Viesto property even worse. He said that Mrs. Viesto has paid a professional engineer, Craig Flaherty, to review the plans and make suggestions. Attorney Gleason said that the filling and regrading for the driveway is very close to the 30-33 inch diameter maple tree, which is located on or near the property boundary line. This maple tree will need a protection zone larger than what is currently shown on the applicant's plans. He said that the trench proposed in the plans will also be within the tree root protection zone and thus should not be allowed. He said that continuing eastward on the site plan, the Commission should make sure that there is no regrading within the entire tree root protection area. In one case, the tree on the map is marked as a 12 inch diameter tree when in fact it is really a 16 inch diameter tree. As a result, the critical root protection area must be enlarged because otherwise the applicant would be proposing a cut of 6 to 9 inches into the grade in the critical root zone area. Attorney Gleason said that the dropping the level of the garage would reduce the amount of fill for the back-up area and would improve the plan considerably. A second improvement would be to move the east end of the septic leaching area approximately 6 feet farther from the property boundary line. This would correct a number of problems with the plan.

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Craig Flaherty, Professional Engineer from Redniss & Mead, said that he was actually representing two property owners. He submitted a marked up landscaping plan that had been provided by the applicant. He said the basic problem is that the septic system as designed would obstruct the free flow of water from the north to the south through the center portion of the site. Currently, that flow of surface water moves unimpeded from the Viesto property to and through the Schenk property. By raising the grade for the house and the septic system, the applicant will then try to divert the water to the east via a swale. Unfortunately, sometimes a swale includes excavating into the root zones of the trees. In other cases, they will be filling the ground level by 3 ½ inches on top of the already sensitive roots in the area. In some cases they will be filling about 3 ½ inches of depth along the property line. This will back up the natural flow of surface water from the Viesto property to the Schenk property. He said that the west end of the septic system should remain in the location as designed but the east end of the septic system should be swung about 6 feet farther to the south (away from the Viesto property). This would eliminate the need to fill near the property line and would eliminate the need to cut into the root systems of the trees in the vicinity. Mr. Flaherty referred to an Exhibit that he distributed. He said that the proposed garage would be approximately 3 feet higher than the existing grade. This results in the grading of the driveway and back-up area about 16 inches above the existing natural grade approximately 6 feet from the property line. This filling and regrading will obstruct the flow of water at or near the property line. He said that if garage is lowered, then there would be no need to regrade near the property boundary and there would be no change in the flow of water.

Mr. Flaherty said that grading on the east end of the Schenk proposed development is critical to make sure that water flows through the swale and goes through the site in a manner similar as it does today. He said that the swale in the south portion of the property should be moved 4 to 5 feet farther from the property boundary line to protect the trees that are on the neighbor's property.

John Moran, Arborist, said that most of the trees being referred to are red maple trees but there is one Norway maple, which is now considered an invasive species. He said that the trees on or near the boundary line are owned by both properties and one owner cannot impact the tree without the permission of the other owner. Mr. Moran referred to his report dated May 31, 2016. He said there is a critical need to protect the tree root systems from any disturbance. He said many of the trees in the area are healthy and contribute to the natural wooded condition. He said this is not a manicured area and that the trees are not dying. He referred to his report and noted there are 3 trees of critical concern. If a backhoe goes in and excavates in a typical manner, it will seriously damage the roots and therefore impact the health of the trees. The proper way would be to air spade to remove the soil from the roots and then properly cut the roots, rather than use a backhoe to rip the roots. He said that red maple trees typically have more shallow roots than sugar maple trees and when the soil is wet, as it is in this situation, the roots are close to the surface of the soil. He said that trees #9, #11 and #13 noted in his report need special protection and care.

Attorney Gleason referred to a portion of Section 850 of the Zoning Regulations that calls for the preservation of specimen trees. He said that Section 854 indicates that in order for the Commission to approve the plan, the Commission must find that the proposed regrading will have no negative impact on any adjacent property. He said that the current plan will negatively impact the adjacent properties. He said if the Commission approves the plan, they should do so with a condition of moving the east end of the septic system 6 feet to the south and lowering the garage - thus minimizing the regrading needed of the turnaround near the property line. If the Commission does

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not include those conditions of approval, then the regrading will have negative impacts on the neighbors.

Kevin Kulak of 86 Pembroke Road said that he has lived in the area for more than a decade. He said that his property is higher and that he was very pleased to hear Attorney Maslan indicated that the area will not flood and that from Mr. DiVesta that flooding is not an issue for the people on Pembroke Road. He said that the applicant had ignored the neighbor's concerns for the first two meetings of the Environmental Protection Commission. When they finally did revise the plan, the result was moving the swale closer to his (the Kulak) property and his backyard. He said that this will cause more flooding on his site. He said that the Commission should not allow the swale to be moved because it has been there for centuries. He said that the area does flood and that the proposed grading will make it flood in a different manner.

Joe Canas, Professional Engineer from Tighe & Bond, reviewed his letter of June 2, 2016 in which he noted that the applicant has provided the calculations of the swale flow. Mr. Canas did question the use of a 6 inch curb along the edge of a back-up area and wondered whether it would be bulky enough. He said that the 3 inch rise in the grade along the property line that was referred to by Mr. Flaherty was beyond the detail that (Mr. Canas) has found, but if there is regrading at the property line it could impact the neighbor. He said that the drainage system proposed on the site would result in a no additional stormwater runoff being created by the applicant and in general, they are not changing the flood areas or elevation of flood waters by moving the water around the proposed septic system. Mr. Canas said that the finished ground elevations will be extremely important and should be checked throughout the construction process and at the conclusion of the construction to make sure that all the work is done in accordance with whatever plans are approved.

Mr. DiVesta said that they have already shortened the septic system once and that rotating it to the south would be relocating it out of the best soil. He said that the tree sizes that he analyzed were based on the survey map provided by the licensed land surveyor. He did agree with Mr. Canas that more spot elevations could be provided to assure compliance with the approved plan. He said that his client does not want to lower the garage level because they do not want to add more stairs from the garage to the house level.

Architect Louis Fusco said that they have already discussed the possibility of lowering the garage but the client does not want to lower the garage. He said that they will take actions to save the trees near the driveway. He said that the swale is designed to let water flow more efficiently around the septic system and house and that they will use an air spade system and proper cutting of the roots rather than ripping them with a backhoe.

Attorney Gleason said that if the Commission is inclined to approve the project, then the air spade and proper cutting of the root system should be stipulated. He said that the Commission should also consult with David Knauf of the Health Department about whether the septic system could be rotated 6 feet to the south. He also noted that all of the finished grades on and near the property lines are very sensitive and would need to be verified throughout the construction process. He acknowledged the traffic and safety enforcement should go through the Police Department rather than the Zoning Enforcement Officer.

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Attorney Robert Maslan said that in general the Special Permit criteria applies but in this case they are replacing a septic system. He said that there is a pipe from the Kulak site that discharges stormwater toward the subject property at 19 Salisbury Road and it is located about 10 feet away from the property boundary. He said that they cannot lower the garage due to the possibility of sheet flow of water coming across the driveway and into the garage.

There being no further comments, the following motion was made: That the Planning & Zoning Commission close the public hearing regarding this matter and will render a decision at a future meeting. The motion was made by Mr. Sini, seconded by Mr. DiDonna and unanimously approved.

Chairman Cameron then read the following agenda item:

Coastal Site Plan Review #310, Flood Damage Prevention Application #355, Land Filling & Regrading Application #384, Susan Weaver, 21 Baywater Drive. Proposal to remove the existing residence, and construct a replacement single-family residence, and to perform related site development activities within regulated areas. The subject property is located on the south side of Baywater Drive, approximately 720 feet east of its intersection with Nearwater Lane, and is shown on Assessor's Map #55 as Lot #97 in the R-NBD Zone.

Attorney Wilder Gleason represented the applicant and said that they obtained variances from the Zoning Board of Appeals last week. They are appearing before the Planning & Zoning Commission under Coastal Site Plan Review process and for work in the Flood Hazard zone and for filling and regrading. He said that this is the smallest lot in Noroton Bay with only about 8,062 square feet of land. Since the 1920s, the property has been reduced by about 10% due to erosion. The existing house is now at elevation 11.4 with a basement at elevation 3 or 4 feet above NAVD 1988. The Regulations require that the new first floor must be at elevation 17 because a small portion of the house is within the VE 15 Flood Zone. In 1943, the Zoning Board of Appeals (ZBA) granted a variance for a terrace to be constructed near the seawall. The plan is to remove the existing house and to revise the existing terrace, which is at elevation 11.4. The new house will be at elevation 17. The foundation of the house will be stilts and there will be breakaway walls because of the wave velocity zone. The storm drainage plan is designed to accommodate the first inch of rain for water quality purposes. Attorney Gleason said that they have reduced the amount of fill that was initially proposed in the front yard. They do need some fill in order to make the building height comply with the Regulations. It is presently a four bedroom house and the replacement house will also be four bedrooms. He said that they will go back to the Zoning Board of Appeals for a clarification regarding the deck at the rear (water side) of the house.

John Martucci, Professional Engineer, submitted a revised plan showing the regrading and terracing. He said the soil borings that they have done show that they are dealing with sand and coarse sand.

Project Designer Bo Malpass reviewed the plans and in response to the Commission, said that he would clarify the dimensions on the drawings.

There were no comments from the public regarding the application. The Commission decided that they would leave the public hearing open and will continue the public hearing on June 28, 2016 to

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get the clarified information from the designer and to see what the Zoning Board of Appeals does with the remaining issue.

Chairman Cameron then read the following agenda item:

Coastal Site Plan Review #246-A, Flood Damage Prevention Application #91-B, Anne Dempsey Sullivan, 124 Pear Tree Point Road. Proposal to demolish most of an existing residence, construct an addition, and raise the floor elevation to be compliant with the current FEMA flood zone, and perform related site development activities within regulated areas. The subject property is located on the east side of Pear Tree Point Road, approximately 250 feet south of its intersection with Crane Road, and is shown on Assessor's Map #60 as Lot #35 & #36 in the R-1 Zone.

Jeffrey McDougal of William W. Seymour & Associates Land Surveyors explained that part of the house would be demolished and the remainder of the house would be lifted up to comply with the Flood Damage Prevention Regulations. The entire site is within the 1,000 foot Coastal Area Management boundary but he said that none of the work will adversely affect any coastal resources or the drainage pattern. He said that the submitted plans do show a possible pool but that is not part of the current application. His client will need to return to the Commission at some point in the future if and when they want to build a pool.

Mr. Ginsberg said that the Building Department comments indicate that a Demolition Permit will be necessary. He said that the CT Department of Energy & Environmental Protection (DEEP) indicated that the project will have no impact on coastal resources. It was noted that the HVAC equipment in the rear of the building will need some sound attenuation or screening. It was also noted that a generator unit location at the rear portion of the property is slightly too close to the rear lot line. If it is to be lifted up to comply with the Flood Damage Prevention Regulations, it must also be relocated so that it complies with the setback regulations as well.

There were no comments from the public regarding the application. The following motion was made: That the Planning & Zoning Commission close the public hearing regarding this matter and will render a decision at a future meeting. The motion was made by Mr. Voigt, seconded by Mr. Sini and unanimously approved.

Chairman Cameron then read the following agenda item:

Business Site Plan #138-B/Special Permit, BLCR Holdings, LLC, William Raveis Real Estate, 22 Old King's Highway South. Proposal to construct additions and alterations to the existing office building and perform related site development activities; and to apply for a Special Permit for a first floor real estate office use in the CBD Zone. The subject property is located on the west side of Old King's Highway South, approximately 50 feet south of its intersection with Center Street, and is shown on Assessor's Map #72 as Lot #36 in the CBD Zone.

Mr. Ginsberg said that the project was previously approved but never implemented. The approval has expired so the applicant needs to return to the Planning & Zoning Commission to seek a re-approval. An email from Darren Oustafine of the Public Works Department recommends that the area between the building and the municipal parking lot remain as a landscaped area. He also commented about the lights.

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Attorney Wilder Gleason represented the applicant and confirmed that the 2010 approvals had expired. He said that there are 11 parking spaces on the site but 50% of the clients access the property from the municipal parking lot located to the side or rear of the building.

Ms. Cameron said that for the Commission to approve an office use on the ground floor in the Central Business District, they must find that the site cannot accommodate a retail use. Attorney Gleason said that the building has been a real estate office for many years and will continue to be so in the foreseeable future; however, creating the large windows on the municipal parking lot side of the building will make it an attractive potential retail use if the real estate office use ever ceases. He said that it is impractical to convert to a retail use at this time.

Loren Meyer, AIA, said that the existing building roof is to remain and that the new roof over the additions will be a metal roof. This is the same as the previously approved plan. Mr. Ginsberg said that the architectural design is the same as what the Architectural Review Board (ARB) had previously approved and therefore they did not need to return to the ARB in 2016. Mr. Meyer said that in accordance with the comments from the Public Works Department, they will eliminate the walkway and will replace it with landscaping. He said that there will be a walkway for pedestrian access from Old Kings Highway South through the site and to the municipal parking lot. Attorney Gleason said that the access walkway location might be changed in the future based on any future site development approval. There would still be a walkway but it might not be in the exact same location.

In response to questions, Jake Fay of William Raveis Real Estate said the office has as many as 35 agents but at the most there are 12 at the site at any one time.

Mr. Ginsberg said that the landscape details referred to by Mr. Meyer will need to be worked out with the Public Works Department. Attorney Gleason said that the old hedge located along the northeast property line will be removed and replaced with a fence. Revised plans were submitted which address the comments from the Public Works Department.

There were no comments from the public regarding the application. The following motion was made: That the Planning & Zoning Commission close the public hearing regarding this matter and will render a decision at a future meeting. The motion was made by Mr. Voigt, seconded by Mr. Sini and unanimously approved.

Chairman Cameron then read the following agenda item:

GENERAL MEETING

Discussion and deliberations ONLY regarding the following:

Site Plan Application #291/Special Permit, Land Filling & Regrading Application #378, Darien Housing Authority, 719 Boston Post Road. Proposal to raze the residential structures on the property and construct 55 units of multi-family housing with associated parking and stormwater management and perform related site development activities. *PUBLIC HEARING CLOSED ON 4/26/2016. DECISION DEADLINE: 6/30/2016.*

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Mr. Voigt did not participate in the discussion, but in order to maintain a quorum, he stayed in the rear portion of the meeting room.

Mr. Sini said that he felt that the revised plan was acceptable and would have sufficient screening to protect the neighbors to the north and east. Mr. DiDonna said that the revised plans turned out very well. Staff was asked to draft a resolution for consideration at a future meeting.

Chairman Cameron then read the following agenda item:

Business Site Plan #146-D/Special Permit, Lithos, 319 Boston Post Road. Proposal to establish outdoor dining in front of the restaurant. *PUBLIC HEARING CLOSED ON 5/5/2016.*

Mr. Voigt returned to the table. Mr. Sini stepped out of the room and did not participate in the discussion.

Ms. Cameron said that the amount of on-site parking is of great concern. In the past, various restaurants have occupied this site and have not had sufficient parking. The current Lithos restaurant appears to have enough parking on its site to accommodate its customers plus the fact that the two restaurants, Lithos and Darien Diner, are next to each other and are in the same ownership appears to work well. Mr. Voigt said that he would find it acceptable if they used a patio for no more than two years. After that, they would need to come back to the Commission for further discussion about whether the actual parking and noise level experience was acceptable. He said that landscaping along Birch Road needs to be addressed as a condition of approval. Commission members noted that there would be a maximum of 16 seats outside (on the patio) and that the awning and stonewall around the patio would be subject to review and action but the Architectural Review Board. They also noted that it would be necessary to stipulate that there be no music or noise out on the patio and that it is to be used as an elegant dining area, not a party area or bar. Staff was asked to draft a resolution for consideration at a future meeting.

Chairman Cameron then read the following agenda item:

Amendments to the Darien Zoning Regulations put forth by Noroton Heights Shopping Center, Inc., and FR Darien, LLC (COZR #6-2016). Proposal to amend Section 680 *et. seq.* and the inclusion of a new subsection 687 (Public Plazas). These proposed amendments address redevelopment in the Noroton Heights Redevelopment (NHR) Zone, and would allow for an increase in: number of stories of building height; building height in feet; Developed Site Area; and allow for larger dwelling units. Amendments are also proposed to Sections 905 (Joint Parking), by adding a new subsection 905.2 (Joint Parking in Mixed Use Developments). This will allow residential parking to be separated from non-residential parking. Amendments to subsection 907 (Parking Structures), would allow for subsurface parking without such being counted as stories, and will allow such subsurface parking structures to be located within minimum yard areas. The amendments to Sections 905 and 907 would apply to all zoning districts in Darien. *PUBLIC HEARING CLOSED ON MAY 24, 2016.*

Mr. Sini returned to the meeting room.

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Mr. Ginsberg said that Section 907 regarding the placement of underground parking garages has already been addressed. There are many issues to be dealt with; some of which are minor and some of which are of greater concern. One issue is changing things from Special Permit to being as-of-right. This would apparently include outdoor display and sales areas. With respect to the building height, Mr. Sini said that changing from two to three stories was okay but changing from three stories to four stories was not acceptable. There was discussion about the size of the dwelling units, but not a clear consensus. The Commission members felt the amount of developed site area could be increased but only if the open space areas were visible and accessible. The Commission determined that it would not be acceptable to change the way that building height is calculated. Mr. Sini said that there should be no extra percentage allowed for site development area and that four stories would not be acceptable. He said that if the open space is visible and accessible to all and useable then it would count as open space, even if it was above an underground parking area. Mr. Voigt said that some minor tweaks of the current Regulations would be okay but not this whole set of changes. Mr. DiDonna agreed with the Mr. Sini and Mr. Voigt. Ms. Cameron said that the need for parking spaces for residents is important. In addition to the residents, there must be parking for visitors to those residential units and all other business and commercial uses. Commission members felt that limiting the average square footage of dwelling units to 1,200 square feet made sense.

Staff was asked to draft a resolution for consideration at a future meeting.

Chairman Cameron then read the following agenda item:

Amendments to the Darien Zoning Regulations put forth by Darien Board of Education (COZR #8-2016), Flood Damage Prevention Application #354, Land Filling & Regrading Application #53-E/Site Plan, Darien High School, 80 High School Lane. The applicant proposes to install a new turf field system for the Stadium East field over a larger footprint than previously proposed; and construct a paved turnaround at the end of a parking area; and perform related site development activities within a regulated area. *PART OF THIS REQUEST, THE ZONING REGULATION AMENDMENT ASPECT OF THIS APPLICATION, HAS BEEN WITHDRAWN.*

All the members felt that the proposed changes were acceptable and that converting the field to a synthetic turf field would be acceptable. They felt that increasing the driveway drop-off area was also acceptable. Staff was asked to draft a resolution for consideration at a future meeting.

Chairman Cameron then read the following agenda item:

Clarification of Adopted Resolution:

Amendments to the Darien Zoning Regulations put forth by Darien ALF Property, LLC/Maplewood Darien, 599 Boston Post Road (COZR #5-2016). Proposal to amend Section 627 of the Zoning Regulations to allow that Area and Bulk Requirements for an Assisted Living Facility (ALF), Memory Care Facility (MCF), or a combination thereof be determined on a case-by-case basis by the Commission. The proposal seeks to correct an internal inconsistency that exists within Section 620 (DB-2 Zone). *RESOLUTION ADOPTED ON MAY 10, 2016*

The request had been to increase the allowable site development area to 75% of the lot area. When the Resolution was typed up, it did not change that number from 70 to 75%. Mr. Sini said that he had reviewed all of the recordings of the meetings and found that it had been brought up by the

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applicant but there was no little or no discussion by the Commission or public. He said he was fine with amending the Regulations as requested by the applicant. Other Commission members agreed. They directed staff to make sure the new Regulations do allow the 75% site development area.

Chairman Cameron then read the following agenda item:

Amendment of Special Permit Application #277-C, Darien Butcher Shop, 13 Grove Street

Request to install blinds on some of the windows on the western side of the building.

Commission members noted that the stipulation of approval had intended that the windows be kept open and clear so that they would not be blocked off. The current operator has a problem with sun coming in the western windows late in the afternoon. The operator has requested the installation of vinyl blinds. Commission members said that the vinyl blind proposed were not acceptable but some form of wide wooden slated blinds would be acceptable. The blinds need to look good and function well. They would need to be kept open most of the time but would be properly used only in the late afternoon. Staff was authorized to work with the applicant on details for an appropriate set of blinds.

Chairman Cameron then read the following agenda item:

Flood Damage Prevention Application #350, Benedict, 15 Plymouth Road

Request for extension of time to complete project, and request to modify the garage slab.

The applicant requested an extension of time and requested to modify their garage slab. Commission members reviewed the request and agreed to both modifications.

Chairman Cameron then read the following agenda item:

Approval of Minutes

April 19, 2016 Public Hearing/General Meeting

Commission members discussed the minutes. Several corrections and clarifications were agreed to. The following motion was made: That the Planning & Zoning Commission adopt the minutes as corrected. The motion was made by Mr. Sini, seconded by Mr. Voigt and unanimously approved.

April 26, 2016 Public Hearing/General Meeting

Several corrections and clarifications were agreed to. The following motion was made: That the Planning & Zoning Commission adopt the corrected minutes. The motion was made by Mr. DiDonna and seconded by Mr. Voigt. All voted in favor except Ms. Cameron, who had not attended the meeting.

May 5, 2016 Public Hearing/General Meeting

Clarification and modifications were discussed and agreed upon. The following motion was made: That the Planning & Zoning Commission adopt the revised minutes. The motion was made by Mr. Sini, seconded by Mr. Voigt and unanimously approved.

May 10, 2016 Public Hearing/General Meeting

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Corrections and clarification were discussed and agreed upon. The following motion was made: That the Planning & Zoning Commission adopt the minutes as corrected. The motion was made by Mr. Voigt, seconded by Mr. DiDonna and unanimously approved.

May 17, 2016 Public Hearing/General Meeting

Corrections and clarifications were discussed and agreed upon. The following motion was made: That the Planning & Zoning Commission adopt the corrected minutes. The motion was made by Mr. DiDonna, seconded by Ms. Cameron and unanimously approved.

Mr. Ginsberg said that the Commission would not meet on June 14, 2016. The next meeting will be on June 21, 2016.

There being no further business, the following motion was made: That the Commission adjourn the meeting. The motion was made by Mr. Voigt, seconded by Mr. Sini and unanimously approved. The meeting was adjourned at 11:05 P.M.

Respectfully submitted,

David J. Keating
Planning & Zoning Assistant Director

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